

Safety Advisory Committee

November 2, 2012

2:00 – 3:30 PM

Minutes

Committee Member	Representing	Present
Anderson, Erik	Materials Sciences Division	
Bello, Madelyn	Human Resources Advisor	
Blodgett, Paul M.	Environment, Health and Safety Division	
Carithers, William	Physics Division	
Christensen, John N.	Earth Sciences Division	
Floyd, Jim	Safety Advisory Committee Chair	X
Franaszek, Stephen	Genomics Division	X
Fujikawa, Brian	Nuclear Science Division	
Giuntoli, Patricia	Computing Sciences Directorate	X
Lukens Jr., Wayne W.	Chemical Sciences Division	
Lunden, Melissa	Environmental Energy Technologies Division	
Martin, Michael C.	Advanced Light Source Division	
More, Anil V.	Office of the CFO Advisor	
Sauter, Nicholas	Physical Biosciences Division	
Seidl, Peter	Accelerator & Fusion Research Division	X
Taylor, Scott E.	Life Sciences Division	X
Tomaselli, Ann	Information Technology Division	
Tucker, Eugene	Facilities Division	
Thomas, Patricia M.	Safety Advisory Committee Secretary	X
Wong, Weyland	Engineering Division	X

Others Present: Joe Dionne, Howard Hatayama, Marcus Hertlein, Michael Kritscher, Glenn Kubiak, Larry McLouth, Bob Mueller, Rebecca Rishell, Tammy Welcome, Marty White

General Comments – Jim Floyd

Introductions – Tammy Welcome is the new manager for EHSS programs at the Office of Contractor Assurance.

Matrix Responsibilities – Engineering and Accelerator and Fusion Research Divisions requested clarifications to PUB-3000, Section 1.4.2.3 to allow the table of Home/Matrix Division responsibilities to be the default where no Memorandum of Understanding is adopted. Advanced Light Source and Physics/Nuclear Science have also reviewed the proposed changes. Bill Wells will make a formal proposal to SAC next month for consent.

Hazardous Materials Transportation – Andrew Peterson is looking for participation to work on hazardous materials transportation issues. The incident involving delivery of a damaged package to Environmental Energy Technologies Division has raised awareness.

Traffic Safety – Richard DeBusk will be transferring traffic safety to the wiki format. Policy proposals will be discussed next month.

Electrical Safety Update – Bob Mueller

The Electrical Safety Subcommittee has been discussing the future of the subcommittee – how can they provide the most benefit to the Lab? Richard DeBusk has made progress in improving contractor compliance. We are not seeing recent incidents involving LBNL qualified electrical workers. The greatest opportunity for improvement seems to be with helping non-qualified electrical workers understand the limits of what they are allowed to do. The Advanced Light Source is developing a pilot course. People take the electrical safety course when they first arrive at LBNL, but then they forget. A refresher class is needed.

PUB-3000 Chapters 8 and 18 will be rewritten. There will be a new DOE electrical safety handbook that will be integrated when it is released.

The Electrical Safety Subcommittee is looking for volunteers from the research community who would like to join the subcommittee.

Mark Scott helped the Joint Genome Institute perform an electrical safety walkthrough and found some non-functioning Ground Fault Circuit Interrupters. Other Divisions might benefit from inviting Mark to participate in a walkthrough.

Communications – Joe Dionne

The challenge is how to ensure safety information reaches the researcher at the bench. Communications to Line Management do not always flow all the way through the Divisions effectively. Divisions need to be involved in tuning the message to translate how it affects their people. Advanced Light Source uses Safety Circles to help spread information. Division Safety Coordinators help EHSS translate messages. A recent change in the medical surveillance program was not well communicated and confused some people who received emails from the database. We require communications plans for changes in safety policies; however, there is no “tool kit” to help Subject Matter Experts carry out their communications plans. Arthur Patterson is developing a suite of targeted emails, posters, brochures, and other communication tools and helping Subject Matter Experts choose the right tools.

Scott Taylor pointed out that our systems have tended to rely heavily on emails, and many affiliates and new people don't use lbl.gov gmail very often. We should consider using social media, smart phone messages, and other new communications methods.

Glenn Kubiak commented that supervisors are important in delivering relevant messages to the lowest levels of their work groups. Supervisors are not trained in communicating safety. There were related comments that the "one minute for safety" slides can be useful to supervisors as a conversation starter, but PowerPoints alone can be boring and people tend to ignore them. Many work groups have "safety" as the first topic for their group meetings. Videos and skits are more useful than PowerPoints.

Weyland Wong commented that it can be a challenge to customize the message for matrixed employees and ensure that they receive safety messages.

Bob Mueller commented that people need a way to provide feedback to Subject Matter Experts and receive responses. Ann Tomaselli commented that there is no central way of collecting ideas and prioritizing responses.

Howard Hatayama commented that one of the most effective ways for managers and supervisors to communicate safety is to "walk the talk" and lead by example.

Joe Dionne and Arthur Patterson are putting together a group to work on communications issues. They will be reporting back to the Committee.

Risk Management – Jim Floyd and Rebecca Rishell

The Committee reviewed and expanded on the table of risk management priority issues collected at the October meeting:

Division	Issue	Note
EETD	Off-site safety	Integration with ESD
PBD	Bio authorizations	Concurred by LSD
CSD	Laser safety officer – need experience now; CMS and Electrical equipment – improve technology use	LSO concurred by PBD and AFRD; CMS technical issues concurred by ESD
MSD	Fit up of labs -- improve FAC/EHS interface	
JGI	CATS GERT for off-site people Fire extinguisher training	
FAC	Traffic/pedestrian safety	Concurred by BSO and AFRD
AFRD	Laser safety Traffic and pedestrian safety	
ESD	CMS – scope Low-level radiation	Glenn Kubiak – take this to DOE?
EG	Aging work force (material handling/slip and trip)	

Appropriate management of low-level radiation is a big issue for Life Sciences Division also.

Engineering is concerned about the loss of physical capabilities in their “experienced” work force, while Nuclear Science and Physics have challenges in training their “21st Century workforce” of students.

Computing Sciences is concerned about issues related to performing emergency shutdowns safely. New operations continuity manager Heidi Nelki will be working on these issues. Life safety is being taken very seriously by Lab management, and there is a fire protection improvement initiative underway. There is a new “duty officer” program to ensure there will always be someone responsible for coordinating communications. Next summer, there will be a partial evacuation exercise. Calls to 6999 are still going to the guards at the gate. There are some questions about how this will work with the new UC Police security force.

Advanced Light Source is concerned about low-level radiation management and the balance between security and site access.

Rebecca Rishell and Bill Johansen are leading a risk management committee. Some issues that have been identified include:

- Bioauthorizations – mapping them to the Work Planning and Control risk levels;

- Lab fit-outs, with the focus on fire protection first;
- Low-level radiation management – identifying thresholds for “rad worker” status and other issues, working in partnership with the Radiation Safety Committee;
- Corrective Action Tracking System (CATS) improvements using systems analysis is being considered, along with other priorities, by the Business Systems Council.

Chemical Safety – Larry McLouth

The Chemical Safety Subcommittee and EHSS Industrial Hygiene are working on:

- **Temporary hazard posting signs** – This need was highlighted by lessons learned from a near hit incident where an employee entered a laser lab. The changes will be in the Chemical Hygiene and Safety Plan. There was a request to have this section linked to the temporary work authorizations section of PUB-3000.
- **Nanomaterials** – A DOE Order adopted in June requires that medical exams be offered to employees and guests that are here more than 30 days. The offer will be included in nanosafety training, with an opportunity to accept or decline. People who have already been trained need to be notified. We are looking at how other Labs implemented the Order.
- **Chemical deliveries** – There have been problems with chemicals being delivered to offices and mailstops. EBuy allows people ordering chemicals to change the delivery point. There are issues about how Transportation could coordinate drop-offs from vendors. There have also been problems with materials being delivered to people with names similar to the people who ordered the chemicals. There are questions about who should be responsible for responding to reports of damaged packages.

The meeting was adjourned at 3:30 PM

Respectfully submitted, Patricia M. Thomas, SAC Secretary